

<b>SOLICITATION/CONTRACT/ORDER FOR COMMERCIAL ITEMS</b> <i>OFFEROR TO COMPLETE BLOCKS 12, 17, 23, 24, AND 30</i>				1. REQUISITION NUMBER SEE SCHEDULE		PAGE 1 OF 14	
2. CONTRACT NO. N00164-11-D-JN19		3. AWARD/EFFECTIVE DATE 22-Aug-2013		4. ORDER NUMBER 0015		5. SOLICITATION NUMBER	
7. FOR SOLICITATION INFORMATION CALL:		a. NAME				b. TELEPHONE NUMBER (No Collect Calls)	
8. OFFER DUE DATE/LOCAL TIME		9. ISSUED BY CODE N00164  NAVAL SURFACE WARFARE CENTER CRANE DIV (b)(6) BLDG 3422 300 HWY 361 CRANE IN 47522-5001  TEL: (b)(6) FAX: (b)(6)		10. THIS ACQUISITION IS <input checked="" type="checkbox"/> UNRESTRICTED <input type="checkbox"/> SET ASIDE: % FOR <input type="checkbox"/> SB <input type="checkbox"/> HUBZONE SB <input type="checkbox"/> 8(A) <input type="checkbox"/> SVC-DISABLED VET-OWNED SB <input type="checkbox"/> EMERGING SB SIZE STD: 1000 NAICS: 332994		11. DELIVERY FOR FOB DESTINATION UNLESS BLOCK IS MARKED <input type="checkbox"/> SEE SCHEDULE  <input checked="" type="checkbox"/> 13a. THIS CONTRACT IS A RATED ORDER UNDER DPAS (15 CFR 700) 13b. RATING DO-A5 14. METHOD OF SOLICITATION <input type="checkbox"/> RFQ <input type="checkbox"/> IFB <input type="checkbox"/> RFP	
15. DELIVER TO CODE  <b>SEE SCHEDULE</b>		16. ADMINISTERED BY DCMA SANTA ANA 34 CIVIC CENTER PLAZA ROOM 5001 SANTA ANA CA 92701-4056 CODE S0513A  SCD: B					
17a. CONTRACTOR/OFFEROR CODE 0BJZ8  SUREFIRE, LLC (b)(6) 18300 MOUNT BALDY CIR FOUNTAIN VALLEY CA 92708-6122  TEL: (b)(6) FACILITY CODE		18a. PAYMENT WILL BE MADE BY CODE HQ0339  DFAS-COLUMBUS CENTER DFAS-CO/WEST ENTITLEMENT OPERATIONS P.O. BOX 182381 COLUMBUS OH 43218-2381					
<input type="checkbox"/> 17b. CHECK IF REMITTANCE IS DIFFERENT AND PUT SUCH ADDRESS IN OFFER		<input type="checkbox"/> 18b. SUBMIT INVOICES TO ADDRESS SHOWN IN BLOCK 18a. UNLESS BLOCK BELOW IS CHECKED <input type="checkbox"/> SEE ADDENDUM					
19. ITEM NO.	20. SCHEDULE OF SUPPLIES/ SERVICES			21. QUANTITY	22. UNIT	23. UNIT PRICE	24. AMOUNT
	<b>SEE SCHEDULE</b>						
25. ACCOUNTING AND APPROPRIATION DATA  <b>See Schedule</b>					26. TOTAL AWARD AMOUNT (For Govt. Use Only)  (b)(4)		
<input type="checkbox"/> 27a. SOLICITATION INCORPORATES BY REFERENCE FAR 52.212-1. 52.212-4. FAR 52.212-3. 52.212-5 ARE ATTACHED. ADDENDA <input type="checkbox"/> ARE <input type="checkbox"/> ARE NOT ATTACHED							
<input type="checkbox"/> 27b. CONTRACT/PURCHASE ORDER INCORPORATES BY REFERENCE FAR 52.212-4. FAR 52.212-5 IS ATTACHED. ADDENDA <input type="checkbox"/> ARE <input type="checkbox"/> ARE NOT ATTACHED							
28. CONTRACTOR IS REQUIRED TO SIGN THIS DOCUMENT AND RETURN COPIES <input type="checkbox"/> TO ISSUING OFFICE. CONTRACTOR AGREES TO FURNISH AND DELIVER ALL ITEMS SET FORTH OR OTHERWISE IDENTIFIED ABOVE AND ON ANY ADDITIONAL SHEETS SUBJECT TO THE TERMS AND CONDITIONS SPECIFIED HEREIN.				29. AWARD OF CONTRACT: REFERENCE <input type="checkbox"/> OFFER DATED . YOUR OFFER ON SOLICITATION (BLOCK 5), INCLUDING ANY ADDITIONS OR CHANGES WHICH ARE SET FORTH HEREIN, IS ACCEPTED AS TO ITEMS:			
30a. SIGNATURE OF OFFEROR/CONTRACTOR  (b)(6)				31a. UNITED STATES OF AMERICA (SIGNATURE OF CONTRACTING OFFICER)		31c. DATE SIGNED 22-Aug-2013	
30b. NAME AND TITLE OF SIGNER (TYPE OR PRINT)		30c. DATE SIGNED		31b. NAME OF CONTRACTING OFFICER (TYPE OR PRINT) (b)(6) / Contract Specialist TEL: (b)(6) EMAIL: (b)(6)			

SOLICITATION/CONTRACT/ORDER FOR COMMERCIAL ITEMS (CONTINUED)				PAGE 2 OF 14	
19. ITEM NO.	20. SCHEDULE OF SUPPLIES/ SERVICES	21. QUANTITY	22. UNIT	23. UNIT PRICE	24. AMOUNT
	SEE SCHEDULE				
32a. QUANTITY IN COLUMN 21 HAS BEEN <input type="checkbox"/> RECEIVED <input type="checkbox"/> INSPECTED <input type="checkbox"/> ACCEPTED, AND CONFORMS TO THE CONTRACT, EXCEPT AS NOTED: _____					
32b. SIGNATURE OF AUTHORIZED GOVERNMENT REPRESENTATIVE		32c. DATE	32d. PRINTED NAME AND TITLE OF AUTHORIZED GOVERNMENT REPRESENTATIVE		
32e. MAILING ADDRESS OF AUTHORIZED GOVERNMENT REPRESENTATIVE			32f. TELEPHONE NUMBER OF AUTHORIZED GOVERNMENT REPRESENTATIVE		
			32g. E-MAIL OF AUTHORIZED GOVERNMENT REPRESENTATIVE		
33. SHIP NUMBER		34. VOUCHER NUMBER	35. AMOUNT VERIFIED CORRECT FOR	36. PAYMENT	37. CHECK NUMBER
<input type="checkbox"/> PARTIAL <input type="checkbox"/> FINAL				<input type="checkbox"/> COMPLETE <input type="checkbox"/> PARTIAL <input type="checkbox"/> FINAL	
38. S/R ACCOUNT NUMBER	39. S/R VOUCHER NUMBER	40. PAID BY			
41a. I CERTIFY THIS ACCOUNT IS CORRECT AND PROPER FOR PAYMENT 41b. SIGNATURE AND TITLE OF CERTIFYING OFFICER		41c. DATE	42a. RECEIVED BY <i>(Print)</i>		
			42b. RECEIVED AT <i>(Location)</i>		
			42c. DATE REC'D <i>(YY/MM/DD)</i>	42d. TOTAL CONTAINERS	

## Section 1.0 - Schedule/Inspection &amp; Acceptance/Delivery

<u>ITEM NO</u>	<u>SUPPLIES/SERVICES</u>	<u>QTY</u>	<u>U/I</u>	<u>UNIT PRICE</u>	<u>AMOUNT</u>
1000	M4/CQBR Flash Suppressor FH556RC-1/2-28 Manufactured In accordance with NSWC Crane Performance Specification PS/JXNLM/C11/0121, "Family of Muzzle Brakes and Suppressors for Rifle and Carbine (FMBS-R/C)"  FSC/PSC: 1095 FOB: Destination FFP	UNDEFI NED			NSP

<u>ITEM NO</u>	<u>SUPPLIES/SERVICES</u>	<u>QTY</u>	<u>U/I</u>	<u>UNIT PRICE</u>	<u>AMOUNT</u>
1000AA	PR #: 1300364450 M4/CQBR Flash Suppressor FH556RC-1/2-28 Manufactured In accordance with NSWC Crane Performance Specification PS/JXNLM/C11/0121, "Family of Muzzle Brakes and Suppressors for Rifle and Carbine (FMBS-R/C)"  FSC/PSC: 1095 FOB: Destination FFP Contract ACRN AA      Direct Cite Doc. No: F2VUF03046G001 (AA)	56	Each	(b)(4)	(b)(4)

<u>ITEM NO</u>	<u>SUPPLIES/SERVICES</u>	<u>QTY</u>	<u>U/I</u>	<u>UNIT PRICE</u>	<u>AMOUNT</u>
1000AB	<u>PR #: 1300373782</u> M4/CQBR Flash Suppressor FH556RC-1/2-28 Manufactured In accordance with NSW Crane Performance Specification PS/JXNLM/C11/0121, "Family of Muzzle Brakes and Suppressors for Rifle and Carbine (FMBS-R/C)"	6,582	Each	(b)(4)	(b)(4)
	FSC/PSC: 1095 FOB: Destination FFP Contract ACRN AC      Direct Cite Doc. No: F2VUF02346G002 (AA)				

<u>ITEM NO</u>	<u>SUPPLIES/SERVICES</u>	<u>QTY</u>	<u>U/I</u>	<u>UNIT PRICE</u>	<u>AMOUNT</u>
1000AC	<u>PR #: 1300373782</u> M4/CQBR Flash Suppressor FH556RC-1/2-28 Manufactured In accordance with NSW Crane Performance Specification PS/JXNLM/C11/0121, "Family of Muzzle Brakes and Suppressors for Rifle and Carbine (FMBS-R/C)"	72	Each	(b)(4)	(b)(4)
	FSC/PSC: 1095 FOB: Destination FFP Contract ACRN AC      Direct Cite Doc. No: F2VUF02346G002 (AA)				

<u>ITEM NO</u>	<u>SUPPLIES/SERVICES</u>	<u>QTY</u>	<u>U/I</u>	<u>UNIT PRICE</u>	<u>AMOUNT</u>
1000AD	<u>PR #: 1300373781</u> M4/CQBR Flash Suppressor FH556RC-1/2-28 Manufactured In accordance with NSW Crane Performance Specification PS/JXNLM/C11/0121, "Family of Muzzle Brakes and Suppressors for Rifle and Carbine (FMBS-R/C)"	2,800	Each	(b)(4)	(b)(4)
	FSC/PSC: 1095 FOB: Destination FFP Contract ACRN AD      Direct Cite Doc. No: MIPR3EDAVGB015 (AA)				

<u>ITEM NO</u>	<u>SUPPLIES/SERVICES</u>	<u>QTY</u>	<u>U/I</u>	<u>UNIT PRICE</u>	<u>AMOUNT</u>
1001	M4/CQBR Sound Suppressor SOCOM556-RC-DE Manufactured In accordance with NSWC Crane Performance Specification PS/JXNLM/C11/0121, "Family of Muzzle Brakes and Suppressors for Rifle and Carbine (FMBS-R/C)"  FSC/PSC: 1095 FOB: Destination FFP	UNDEFI NED			NSP

<u>ITEM NO</u>	<u>SUPPLIES/SERVICES</u>	<u>QTY</u>	<u>U/I</u>	<u>UNIT PRICE</u>	<u>AMOUNT</u>
1001AA	PR #: 1300364450 M4/CQBR Sound Suppressor SOCOM556-RC-DE Manufactured In accordance with NSWC Crane Performance Specification PS/JXNLM/C11/0121, "Family of Muzzle Brakes and Suppressors for Rifle and Carbine (FMBS-R/C)"  FSC/PSC: 1095 FOB: Destination FFP Contract ACRN AA     Direct Cite Doc. No: F2VUF03046G001 (AA)	48	Each	(b)(4)	(b)(4)

<u>ITEM NO</u>	<u>SUPPLIES/SERVICES</u>	<u>QTY</u>	<u>U/I</u>	<u>UNIT PRICE</u>	<u>AMOUNT</u>
1001AB	PR #: 1300373782 M4/CQBR Sound Suppressor SOCOM556-RC-DE Manufactured In accordance with NSW Crane Performance Specification PS/JXNLM/C11/0121, "Family of Muzzle Brakes and Suppressors for Rifle and Carbine (FMBS-R/C)"  FSC/PSC: 1095 FOB: Destination FFP Contract ACRN AC      Direct Cite Doc. No: F2VUF02346G002 (AA)	3,260	Each	(b)(4)	(b)(4)

<u>ITEM NO</u>	<u>SUPPLIES/SERVICES</u>	<u>QTY</u>	<u>U/I</u>	<u>UNIT PRICE</u>	<u>AMOUNT</u>
1001AC	PR #: 1300373782 M4/CQBR Sound Suppressor SOCOM556-RC-DE Manufactured In accordance with NSW Crane Performance Specification PS/JXNLM/C11/0121, "Family of Muzzle Brakes and Suppressors for Rifle and Carbine (FMBS-R/C)"  FSC/PSC: 1095 FOB: Destination FFP Contract ACRN AC      Direct Cite Doc. No: F2VUF02346G002 (AA)	73	Each	(b)(4)	(b)(4)

<u>ITEM NO</u>	<u>SUPPLIES/SERVICES</u>	<u>QTY</u>	<u>U/I</u>	<u>UNIT PRICE</u>	<u>AMOUNT</u>
1002	PR #: 1300373782 M4/CQBR Blank Firing Adapter SF-BFA-556 Manufactured in the same size, weight and method of attachment as the sound suppressor; for use with blank ammunition.  FSC/PSC: 1095 FOB: Destination FFP Contract ACRN AC      Direct Cite Doc. No: F2VUF02346G002 (AA)	1,153	Each	(b)(4)	(b)(4)

<u>ITEM NO</u>	<u>SUPPLIES/SERVICES</u>	<u>QTY</u>	<u>U/I</u>	<u>UNIT PRICE</u>	<u>AMOUNT</u>
2000	PR #: 1300371498 MK13 Sound Suppressor FH762RC-5/8-24 Manufactured In accordance with NSWC Crane Performance Specification PS/JXNLM/C11/0121, "Family of Muzzle Brakes and Suppressors for Rifle and Carbine (FMBS-R/C)"	5	Each	(b)(4)	(b)(4)
	FSC/PSC: 1095 FOB: Destination FFP Contract ACRN AB      Direct Cite Doc. No: F2VUF03038G002 (AA)				

<u>ITEM NO</u>	<u>SUPPLIES/SERVICES</u>	<u>QTY</u>	<u>U/I</u>	<u>UNIT PRICE</u>	<u>AMOUNT</u>
2001	PR #: 1300371498 MK13 Sound Suppressor SOCOM762-RC-DE Manufactured In accordance with NSWC Crane Performance Specification PS/JXNLM/C11/0121, "Family of Muzzle Brakes and Suppressors for Rifle and Carbine (FMBS-R/C)"	1	Each	(b)(4)	(b)(4)
	FSC/PSC: 1095 FOB: Destination FFP Contract ACRN AB      Direct Cite Doc. No: F2VUF03038G002 (AA)				

<u>ITEM NO</u>	<u>SUPPLIES/SERVICES</u>	<u>QTY</u>	<u>U/I</u>	<u>UNIT PRICE</u>	<u>AMOUNT</u>
3000	Data In accordance with DD1423s	UNDEFI NED	Lot		NSP
	FOB: Destination FFP				

INSPECTION AND ACCEPTANCE TERMS

## Supplies/services will be inspected/accepted at:

CLIN	INSPECT AT	INSPECT BY	ACCEPT AT	ACCEPT BY
1000	Destination	Government	Destination	Government
1000AA	Destination	Government	Destination	Government
1000AB	Destination	Government	Destination	Government
1000AC	Destination	Government	Destination	Government
1000AD	Destination	Government	Destination	Government
1001	Destination	Government	Destination	Government
1001AA	Destination	Government	Destination	Government
1001AB	Destination	Government	Destination	Government
1001AC	Destination	Government	Destination	Government
1002	Destination	Government	Destination	Government
2000	Destination	Government	Destination	Government
2001	Destination	Government	Destination	Government
3000	IAW DD1423s	IAW DD1423s	IAW DD1423s	Government

## DELIVERY INFORMATION

CLIN	DELIVERY DATE	QUANTITY	SHIP TO ADDRESS	UIC
1000	SEE BELOW	SEE BELOW	SEE BELOW	N00164
1000AA	30-SEP-2013	56	NAVAL SURFACE WARFARE CENTER CRANE DIV (b)(6) BLDG 2522 N CODE JXNLP 300 HIGHWAY 361 CRANE IN 47522-5001 (b)(6) FOB: Destination	N00164
1000AB	30-SEP-2013	4,944	(SAME AS PREVIOUS LOCATION) FOB: Destination	N00164
1000AB	31-OCT-2013	1,638	(SAME AS PREVIOUS LOCATION) FOB: Destination	N00164
1000AC	31-OCT-2013	72	(SAME AS PREVIOUS LOCATION) FOB: Destination	N00164
1000AD	31-OCT-2013	2,800	(SAME AS PREVIOUS LOCATION) FOB: Destination	N00164
1001	SEE BELOW	SEE BELOW	SEE BELOW	N00164



1001AA	30-SEP-2013	48	NAVAL SURFACE WARFARE CENTER CRANE DIV (b)(6) BLDG 2522 N CODE JXNLP 300 HIGHWAY 361 CRANE IN 47522-5001 (b)(6) FOB: Destination	N00164
1001AB	30-SEP-2013	952	(SAME AS PREVIOUS LOCATION) FOB: Destination	N00164
1001AB	31-OCT-2013	1,500	(SAME AS PREVIOUS LOCATION) FOB: Destination	N00164
1001AB	29-NOV-2013	808	(SAME AS PREVIOUS LOCATION) FOB: Destination	N00164
1001AC	29-NOV-2013	73	(SAME AS PREVIOUS LOCATION) FOB: Destination	N00164
1002	30-SEP-2013	400	(SAME AS PREVIOUS LOCATION) FOB: Destination	N00164
1002	31-OCT-2013	400	(SAME AS PREVIOUS LOCATION) FOB: Destination	N00164
1002	29-NOV-2013	353	(SAME AS PREVIOUS LOCATION) FOB: Destination	N00164
2000	30-SEP-2013	5	NAVAL SURFACE WARFARE CENTER CRANE DIV (b)(6) BLDG 2522N CODE JXNR 300 HIGHWAY 361 CRANE IN 47522-5001 (b)(6) FOB: Destination	N00164
2001	30-SEP-2013	1	(SAME AS PREVIOUS LOCATION) FOB: Destination	N00164
3000	IAW DD1423s	1 LOT	IAW DD1423s	N00164

**NOTE: Early deliveries are acceptable at no additional cost to the Government.**

## Section 2.0 - Accounting Information

## ACCOUNTING AND APPROPRIATION DATA

AA: 9730100 56SF SC3 52SQ K4QDOH 0 10000 63900 017418 667100 F67100

FSR: 009957 PSR: 091273 DSR: 409230 CIN: F2VUF03046G0010000AA

AMOUNT: (b)(4)

CIN 130036445000001:

(b)(4)

CIN 130036445000002:

AB: 9730100 56SF SC3 52SQ WZQMDO 0 10000 63900 017418 667100 F67100

FSR: 009957 PSR: C52595 DSR: 248586 CIN: F2VUF03038G0020000AA

AMOUNT: (b)(4)

CIN 130037149800001:

(b)(4)

CIN 130037149800002:

AC: 9730300 56SF SD3 52SQ 14804B 0 00000 80160 000000 667100 F67100

FSR: 019931 PSR: E37014 DSR: 142707 CIN: F2VUF02346G0020000AA

AMOUNT: (b)(4)

CIN 130037378200001:

CIN 130037378200002:

CIN 130037378200003:

(b)(4)

CIN 130037378200004:

CIN 130037378200005:

AD: 9730100 56SA 0 5 0 501 7 01217 4K L000 3 1ED 58GBMD M IPR3EDAVGB015 GBMD58 031007

AMOUNT: (b)(4)

CIN 130037378100001:

(b)(4)

## Section 4.0 - Clauses &amp; Other Full Text Information

## CLAUSES INCORPORATED BY FULL TEXT

**CNIN 52.212-4 ADDENDUM 1 TAILORING OF 52.212-4 CONTRACT TERMS AND CONDITIONS  
(JAN 2013)**

Replace Paragraph (g)(1) as follows:

**252.232-7006 WIDE AREA WORKFLOW PAYMENT INSTRUCTIONS (JUN 2012)**

(a) Definitions. As used in this clause--

Department of Defense Activity Address Code (DoDAAC) is a six position code that uniquely identifies a unit, activity, or organization.

Document type means the type of payment request or receiving report available for creation in Wide Area WorkFlow (WAWF).

Local processing office (LPO) is the office responsible for payment certification when payment certification is done external to the entitlement system.

(b) Electronic invoicing. The WAWF system is the method to electronically process vendor payment requests and receiving reports, as authorized by DFARS 252.232-7003, Electronic Submission of Payment Requests and Receiving Reports.

(c) WAWF access. To access WAWF, the Contractor shall--

(1) Have a designated electronic business point of contact in the Central Contractor Registration at <https://www.acquisition.gov>; and

(2) Be registered to use WAWF at <https://wawf.eb.mil/> following the step-by-step procedures for self-registration available at this Web site.

(d) WAWF training. The Contractor should follow the training instructions of the WAWF Web-Based Training Course and use the Practice Training Site before submitting payment requests through WAWF. Both can be accessed by selecting the "Web Based Training" link on the WAWF home page at <https://wawf.eb.mil/>.

(e) WAWF methods of document submission. Document submissions may be via Web entry, Electronic Data Interchange, or File Transfer Protocol.

(f) WAWF payment instructions. The Contractor must use the following information when submitting payment requests and receiving reports in WAWF for this contract/order:

(1) Document type. The Contractor shall use the following document type(s).

**COMBO**

(2) Inspection/acceptance location. The Contractor shall select the following inspection/acceptance location(s) in WAWF, as specified by the contracting officer.

**DESTINATION/DESTINATION**

(3) Document routing. The Contractor shall use the information in the Routing Data Table below only to fill in applicable fields in WAWF when creating payment requests and receiving reports in the system.

Routing Data Table\*

Field Name in WAWF	Data to be entered in WAWF
Pay Official DoDAAC	HQ0339
Issue By DoDAAC	N00164
Admin DoDAAC	S0513A
Inspect By DoDAAC	N00164
Ship To Code	N00164
Ship From Code	NA
Mark For Code	NA
Service Approver (DoDAAC)	NA
Service Acceptor (DoDAAC)	NA
Accept at Other DoDAAC	NA
LPO DoDAAC	NA
DCAA Auditor DoDAAC	NA
Other DoDAAC(s)	NA

(4) Payment request and supporting documentation. The Contractor shall ensure a payment request includes appropriate contract line item and subline item descriptions of the work performed or supplies delivered, unit price/cost per unit, fee (if applicable), and all relevant back-up documentation, as defined in DFARS Appendix F, (e.g. timesheets) in support of each payment request.

(5) WAWF email notifications. The Contractor shall enter the email address identified below in the “Send Additional Email Notifications” field of WAWF once a document is submitted in the system.

CLINs 1000, 1001, 1002 - (b)(6)

CLINs 2000, 2001 - (b)(6)

(g) WAWF point of contact. (1) The Contractor may obtain clarification regarding invoicing in WAWF from the following contracting activity's WAWF point of contact.

CLINs 1000, 1001, 1002 - (b)(6)

CLINs 2000, 2001 - (b)(6)

(2) For technical WAWF help, contact the WAWF helpdesk at 866-618-5988.

## NON-WAWF INVOICE INSTRUCTIONS

**For invoices that CANNOT be submitted via WAWF because the DFAS office is not WAWF enabled, requires NSWC Crane's LPO certification, or if the vendor is a foreign vendor and does not have a U.S. bank account:** Submit invoices in hard copy in accordance with the submission of invoice clause herein to the address below if different than page 1:

NSWC CRANE ERP  
VENDOR PAY  
CODE 008121 BLDG 64  
300 HWY 361  
CRANE IN 47522-5001

Or e-mail the invoice to the following address: [CRAN\\_VendorPay@navy.mil](mailto:CRAN_VendorPay@navy.mil)  
The subject line of the e-mail must read as follows: Company Name/ Contract Number/ Order Number

For WAWF questions, contact the NSWC Crane point of contact via e-mail:  
[Cran\\_Acquisitn\\_WAWF@navy.mil](mailto:Cran_Acquisitn_WAWF@navy.mil)

To determine whether a DFAS is WAWF-enabled, review the following website: <https://wawf.eb.mil>

#### **HQ G-2-0009 SUPPLEMENTAL INSTRUCTIONS REGARDING ELECTRONIC INVOICING (NAVSEA) (SEP 2012)**

(a) The Contractor agrees to segregate costs incurred under this contract/task order (TO), as applicable, at the lowest level of performance, either at the technical instruction (TI), sub line item number (SLIN), or contract line item number (CLIN) level, rather than on a total contract/TO basis, and to submit invoices reflecting costs incurred at that level. Supporting documentation in Wide Area Workflow (WAWF) for invoices shall include summaries of work charged during the period covered as well as overall cumulative summaries by individual labor categories, rates, and hours (both straight time and overtime) invoiced; as well as, a cost breakdown of other direct costs (ODCs), materials, and travel, by TI, SLIN, or CLIN level. For other than firm fixed price subcontractors, subcontractors are also required to provide labor categories, rates, and hours (both straight time and overtime) invoiced; as well as, a cost breakdown of ODCs, materials, and travel invoiced. Supporting documentation may be encrypted before submission to the prime contractor for WAWF invoice submittal. Subcontractors may email encryption code information directly to the Contracting Officer (CO) and Contracting Officer Representative (COR). Should the subcontractor lack encryption capability, the subcontractor may also email detailed supporting cost information directly to the CO and COR; or other method as agreed to by the CO.

(b) Contractors submitting payment requests and receiving reports to WAWF using either Electronic Data Interchange (EDI) or Secure File Transfer Protocol (SFTP) shall separately send an email notification to the COR and CO on the same date they submit the invoice in WAWF. No payments shall be due if the contractor does not provide the COR and CO email notification as required herein.

#### **PAYMENT STATUS INQUIRIES**

The status of invoice payments can be obtained through the **MOCAS myInvoice (formerly New VPIS)** at the following:  
<https://myinvoice.csd.disa.mil/>

It is recommended that the vendor download the “myInvoice Report/Query Instructions”, “Registration Instructions”, and “myInvoice Status Code Document”. Registration is required before payment inquiries can be made.

Vendors should register on-line and will be granted access to the myInvoice system if their registration information matches their company information in the CCR. Vendors are limited viewing only their data as defined by the CAGE/DUNS/TIN combinations.

You may also contact a DFAS Paying Office Vendor Pay Customer Service offices listed below:

F03000	DFAS Dayton	1-800-756-4571 - option 2, option 3
F67100	DFAS Limestone	1-800-756-4571 - option 2, option 3
HQ0105	DFAS Indianapolis	1-888-332-7366
HQ0131	DFAS Columbus Caps	1-800-756-4571 - option 2, option 2
HQ0248	DFAS Rome	1-800-553-0527
HQ0250	DFAS Rome	1-800-553-0527
HQ0251	DFAS Columbus Navy	1-800-756-4571 - option 2, option 4
HQ0302	DFAS Rome	1-800-553-0527
HQ0303	DFAS Rock Island	1-800-756-4571 - option 2, option 5
HQ0304	DFAS St. Louis	1-800-756-4571 - option 2, option 5
HQ0337	DFAS Columbus North	1-800-756-4571 - option 1
HQ0338	DFAS Columbus South	1-800-756-4571 - option 1
HQ0339	DFAS Columbus West	1-800-756-4571 - option 1
HQ0347	DFAS Indianapolis	1-888-332-7366
HQ0490	DFAS Indianapolis	1-888-332-7366
HQ0672	DFAS Rome	1-800-553-0527
M67443	DFAS Kansas City	1-800-756-4571 - option 2, option 4
N0024B	Navy_ERP NAVSEA HQ	1-202-781-3145
N62828	Navy_ERP NSWC Crane	<a href="mailto:cran_vendorpay@navy.mil">cran_vendorpay@navy.mil</a>
N64142	Navy_ERP NAWCAD (Patuxent River, Lakehurst and NAVAIR HQ)	1-732-323-1082
N68732	DFAS Cleveland (Now pays DFAS Charleston N68892, DFAS Pensacola N68566, DFAS San Diego N68688)	1-800-756-4571 option 2 and 4
SL4701	DFAS Columbus EBS	1-800-756-4571 option 2 and 2

To determine which system to use or which payment office to call see the following blocks of your contract document for payment offices designation:

Document	Block
SF 26 Award/Contract	12
SF 33 Award/Contract	25
SF 1449 Solicitation/Contract/Order for Commercial Items	18a
DD1155 Order for Supplies or Services	15

## PROMPT PAYMENT CONSTRUCTIVE ACCEPTANCE

Constructive Acceptance as defined in the Prompt Payment Act is hereby changed to:

For the sole purpose of computing an interest penalty that might be due the contractor, government acceptance shall be deemed to have occurred constructively on the **30<sup>th</sup>** day after the contractor delivered the supplies or performed the services in accordance with the terms and conditions of the contract, unless there is a disagreement over quantity, quality, or contractor compliance with a contract provision.